Supplementary Information for Legislative Review

1992 - 1993 Departmental Expenditure Estimates

Manitoba
Northern Affairs

DEPARTMENT OF NORTHERN AFFAIRS

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

1992/93 EXPENDITURE ESTIMATES

Includes 10% post-consumer waste.

92-07842/

PREFACE

This document has been produced by the Department of Northern Affairs as a supplement to its printed main estimates. It is intended to provide background information on the department to complement that already contained in the printed main estimates.

The contents of this supplement are organized into three parts. The first part provides an overview of the Department of Northern Affairs' 1992/93 budget requirements. The second part provides financial analysis including details of staffing requirements and of expenditures. The information in part two is organized on the basis of existing main appropriations so that it will provide an easy cross reference to the printed main estimates. Part three provides a five year historical budget comparison.

This document has been developed to assist members of the legislature in their review of the printed main estimates. It is hoped that it will provide a meaningful information supplement and that it will evolve and improve, based on the needs of the users. I welcome feedback as to the usefulness of this supplementary information.

Jim Downey

JAMES E. DOWNEY
MINISTER OF NORTHERN AND NATIVE AFFAIRS

INDEX

		PAGE
PART 1	DEPARTMENTAL OVERVIEW	1
	Role and Mission	2
	Schedule 1 - Statutory Responsibilities	4
	Schedule 2 - Organization Chart	5
	Expenditure Summary 1992/93	
	Schedule 3 - By Main Appropriation	6
	Chart 1 - Percentage Distribution of Expenditures By Operating Divisions	7
	Schedule 4 - By salary, operating and grants	8
	Staff Year Summary 1992/93	
	Schedule 5 - By appropriation	9
	Schedule 6 - By staff category	10
	Chart 2 - Percentage Distribution of Salaries	11
	Chart 3 - Percentage Distribution of Staff Years	12
PART 2	PROGRAM AND FINANCIAL INFORMATION	13
	Administration & Finance Division	14
	Local Government Development	23
	Northern Development and Coordination	37
	Native Affairs Secretariat	46
	Expenditures Related to Capital	50
PART 3	HISTORICAL INFORMATION	53
	Departmental Comparison 1988/89 - 1992/93	
	Appendix 1 - Five year expenditure and staffing summary by main appropriation	54
	Five Year Expenditure History	
	Appendix 2 - Five Year Expenditure History	55
	Five Year Staff History	
	Appendix 3 - Five Year Staff History	56
PART 4	GLOSSARY	57

PART 1

DEPARTMENTAL OVERVIEW

DEPARTMENT OF NORTHERN AFFAIRS

MINISTER

HONOURABLE JAMES E. DOWNEY

DEPUTY MINISTER

DAVID TOMASSON

DEPARTMENTAL ROLE AND MISSION:

The mandate of the department is to coordinate the activities of government and encourage the development of social and economic opportunities in the north. This mandate applies over the Northern Affairs areas as defined in The Northern Affairs Act and empowers the department to participate in activities involving:

- the improvement of local municipal services;
- the administration of programs designed to minimize the role of government in local decision making;
- the negotiation and administration of agreements with the Government of Canada in specified areas; and
- ensuring that other government departments and agencies develop and administer policies and programs which address the special needs of Northerners.

Departmental priorities include:

- increasing local autonomy with the objective of moving communities toward incorporated status;
- developing an orderly implementation process for settling claims under the Northern Flood Agreement;
- assisting communities in preparing community and area development plans;
- improving the infrastructure in the northern communities by continuing to upgrade municipal services;
- developing a northern economic strategy in consultation with northern and native residents that uses local resources to the fullest extent;
- negotiating the settlement of outstanding Treaty Land Entitlements with Canada and the Manitoba Entitlement Bands.

- providing recreational facilities for youth in northern communities and offering them a greater range and scope of educational opportunities and training;

- encouraging northern and native women to play a larger role in economic and human development; and

- pursuing new partnerships to facilitate northern development.

These priorities were established to make it easier for northern residents to gain access to resources. By making these resources more accessible, northern residents are able to improve the quality of life in the North in such areas as economic and social conditions, youth recreation and education, transportation and employment.

SCHEDULE 1

STATUTORY RESPONSIBILITIES OF THE MINISTER OF NORTHERN AFFAIRS

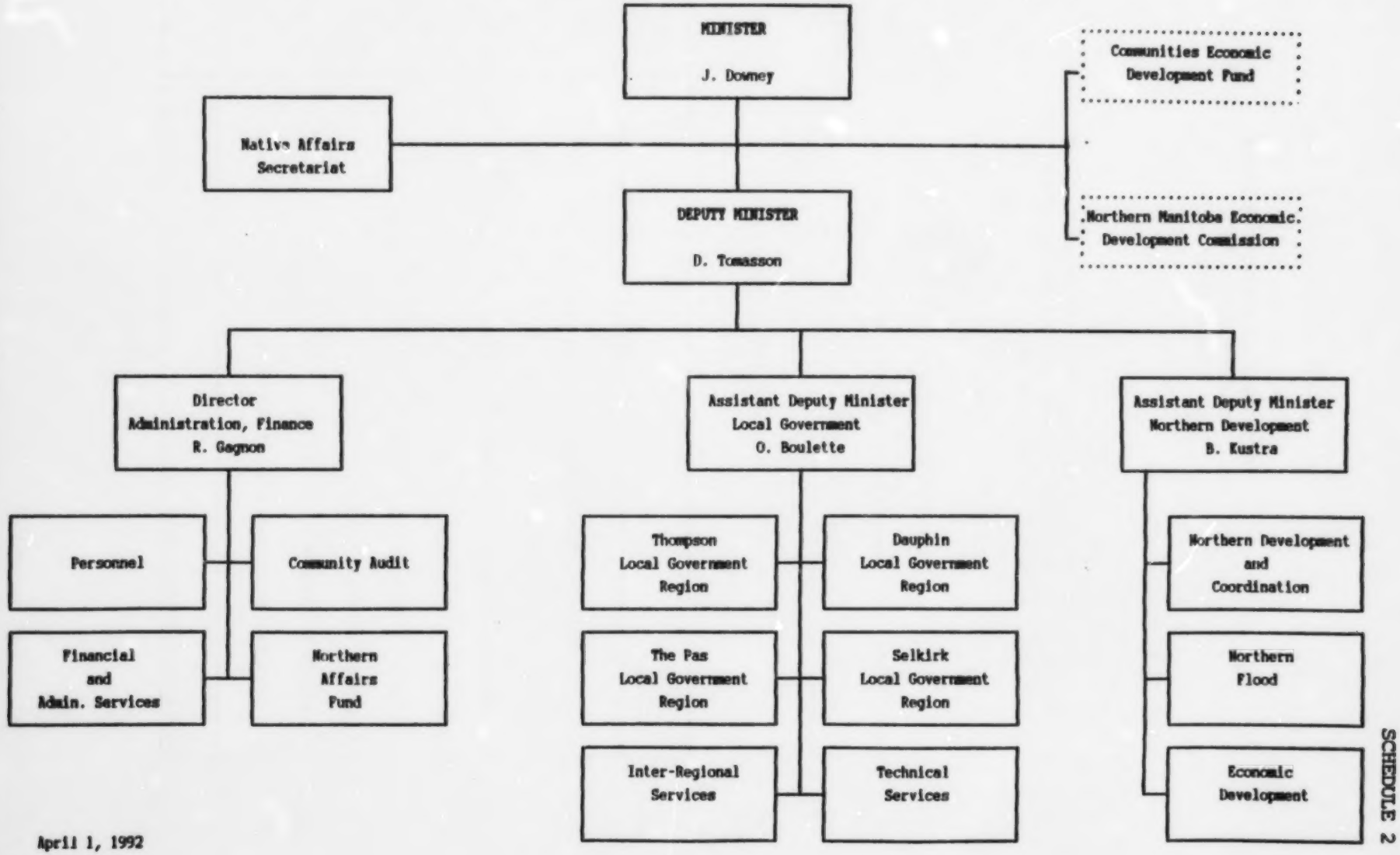
The Northern Affairs Act

The Manitoba Natural Resource Development Act (insofar as it relates to Moose Lake Loggers Ltd.)

The Planning Act, Part 9

The Communities Economic Development Fund Act

Organization Chart - Department of Northern Affairs



April 1, 1992

SCHEDULE 2

SCHEDULE 3

DEPARTMENT OF NORTHERN AFFAIRS
EXPENDITURE SUMMARY
BY MAIN APPROPRIATION

Adjusted Vote 1991-92		Year Ending March 31, 1993
$ 2,342,200	1. Administration and Finance	$ 3,077,800
8,154,700	2. Local Government Development	8,742,200
1,956,700	3. Northern Development and Coordination	3,992,300
2,038,600	4. Native Affairs Secretariat	1,956,600
$14,492,200	TOTAL DEPARTMENTAL EXPENDITURES	$17,768,900
	EXPENDITURES RELATED TO CAPITAL	
$ 2,905,100	5. Expenditures Related to Capital	$ 2,614,600
$17,397,300	TOTAL FOR NORTHERN AFFAIRS	$20,383,500

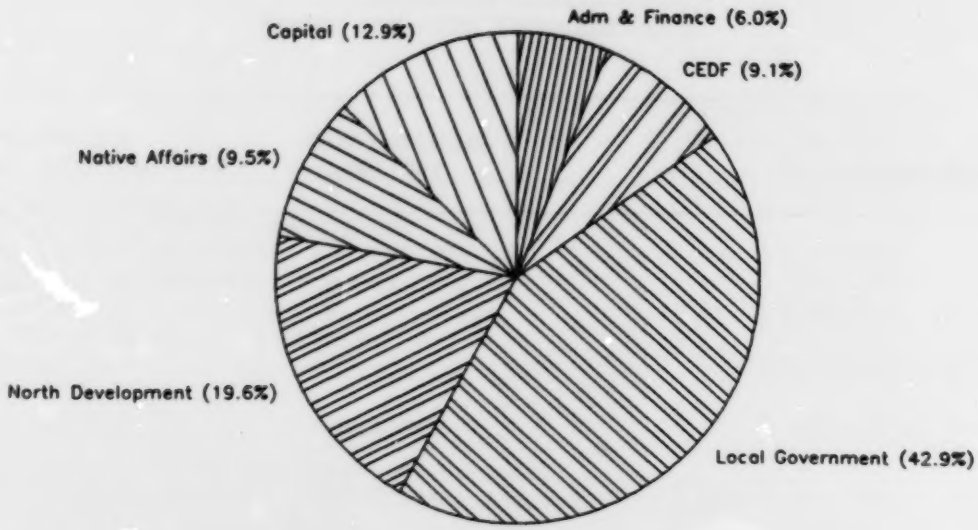
Reconciliation Statement

DETAILS	1991-92 Estimates
1991-92 Main Estimates	$16,969,400
Allocation of funds from:	
General Salary Increases	36,700
Transfer of functions from:	
Natural Resources	442,000
Transfer of functions to:	
Rural Development	45,200
Culture, Heritage and Citizenship	6,500
1991-92 Adjusted Vote	$17,397,300

EXPENDITURE SUMMARY

By Main Appropriation

CHART 1



SCHEDULE 4

DEPARTMENT OF NORTHERN AFFAIRS
EXPENDITURE SUMMARY
BY SALARY, OPERATING AND GRANTS

ELEMENT	ADJUSTED VOTE 1991/92	YEAR ENDING MARCH 31, 1993
SALARIES (Detail on Schedule 5)	$ 4,681,200	$ 4,856,200
OPERATING EXPENDITURES	1,202,500	1,192,600
COMMUNITY OPERATIONS	4,914,700	5,426,300
GRANTS	1,650,900	2,358,900
ABORIGINAL DEVELOPMENT PROGRAMS	1,438,000	1,338,000
NORTHERN FLOOD AGREEMENT	604,900	1,990,900
NORTHERN MANITOBA ECONOMIC DEVELOPMENT COMMISSION		606,000
ACQUISITION/CONSTRUCTION	2,905,100	2,614,600
PRINTED ESTIMATES	$17,397,300	$20,383,500

SCHEDULE 5

DEPARTMENT OF NORTHERN AFFAIRS
STAFF YEAR SUMMARY
BY APPROPRIATION

RES. NO.	APPRO. NO.	DIVISION/BRANCH	ADJUSTED VOTE 1991/92 SY	ADJUSTED VOTE 1991/92 SALARIES	1992/93 SY	1992/93 SALARIES
116	19-1	Administration and Finance				
	19-1(A)	Minister's Salary	.26	$ 10,300	.26	$ 10,300
	19-1(B)	Executive Support	11.00	451,600	11.00	460,200
	19-1(C)	Finance & Administration	10.26	407,700	10.26	425,100
	19-1(D)	Northern Affairs Fund	3.00	117,600	3.00	122,300
		TOTAL	25.00	$ 987,200	25.00	$1,017,900
117	19-2	Local Government Development				
	19-2(A)	Programs & Operational Support	5.00	236,500	4.00	225,400
	19-2(B)	Thompson Region	9.00	370,000	9.00	386,200
	19-2(C)	The Pas Region	6.00	245,700	5.00	218,200
	19-2(D)	Dauphin Region	8.00	322,200	8.00	336,100
	19-2(E)	Selkirk Region	10.00	402,000	10.00	441,000
	19-2(G)	Technical Services	8.00	371,100	8.00	383,700
	19-2(H)	Audit Services	3.00	135,600	3.00	142,900
	19-2(J)	Inter-Regional Services	6.00	271,200	6.00	299,200
		TOTAL	55.00	$2,354,300	53.00	$2,432,700
118	19-3	Northern Development and Coordination				
	19-3(A)	Northern Development	7.00	325,700	6.26	312,200
	19-3(B)	Northern Flood Agreement	3.00	128,600	4.00	175,900
	19-3(C)	Economic Development	9.00	419,800	8.00	386,000
	19-3(D)	Northern Economic Commission	1.00	-	1.00	46,000
		TOTAL	20.00	$ 874,100	19.26	$ 920,100
119	19-4	Native Affairs Secretariat	10.00	$ 465,600	10.00	$ 485,500
120	19-5	Expenditures Related to Capital				
	19-5(B)	Acquisition/Construction of Physical Assets	9.00	-	6.00	-
	19	TOTAL FOR DEPARTMENT OF NORTHERN AFFAIRS	119.00	$4,681,200	113.26	$4,856,200

DEPARTMENT OF NORTHERN AFFAIRS

STAFF YEAR SUMMARY 1992/93

BY STAFF CATEGORY

DIVISION	MANAGERIAL		PROFESSIONAL/ TECHNICAL		ADMINISTRATIVE SUPPORT		TOTAL	
	SY	$	SY	$	SY	$	SY	$
ADMINISTRATION & FINANCE	4.26	260,000	3.00	145,000	17.26	560,500	25.00	965,500
LOCAL GOVERNMENT DEVELOPMENT	8.00	455,700	34.00	1,404,600	11.00	327,800	53.00	2,188,100
NORTHERN DEVELOPMENT & COORDINATION	5.00	299,000	8.26	420,800	6.00	193,300	19.26	913,100
NATIVE AFFAIRS SECRETARIAT	1.00	68,400	6.00	328,700	3.00	93,600	10.00	490,700
ACQUISITION/CONSTRUCTION		-	6.00	-		-	6.00	-
TOTAL	18.26	1.083.100	57.26	2,299,100	37.26	1,175,200	113.26	4.557,400

NOTE: 1. Reconciliation of Amount Salaries

Total Salaries Costs per Above	$4,557,400
Remoteness Allowance	160,600
Overtime	119,700
Severance Pay	53,100
Staff Turnover	(32,600)
Maternity Leave	(2,000)
Net Salaries Costs per Schedule 5	$4,856,200

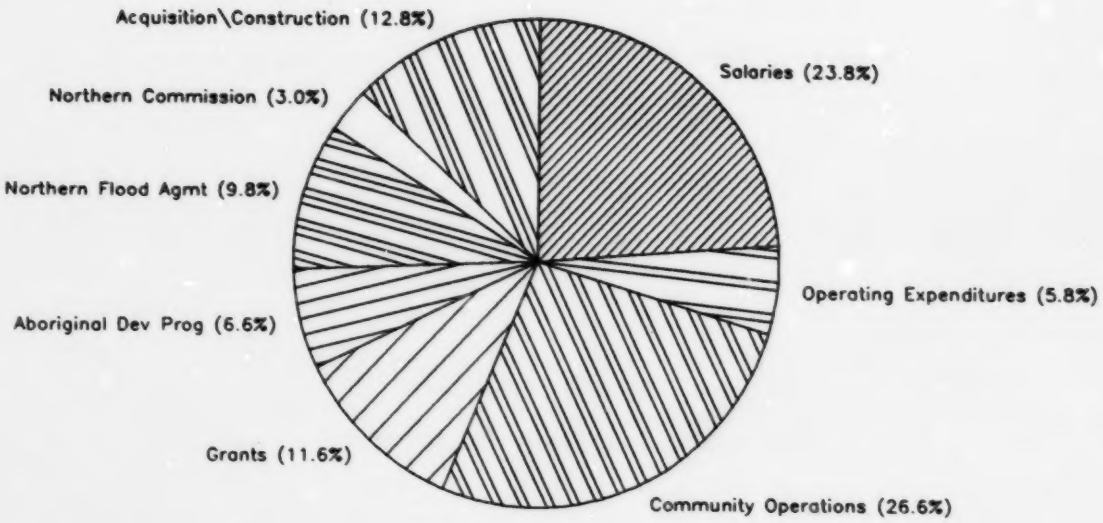
NOTE: 2. Fractions of staff years represent weeks of employment.
For example: .26 staff years represent 26 weeks of employment or a staff year employed at half days for a year.

SCHEDULE 6

EXPENDITURE SUMMARY

CHART 2

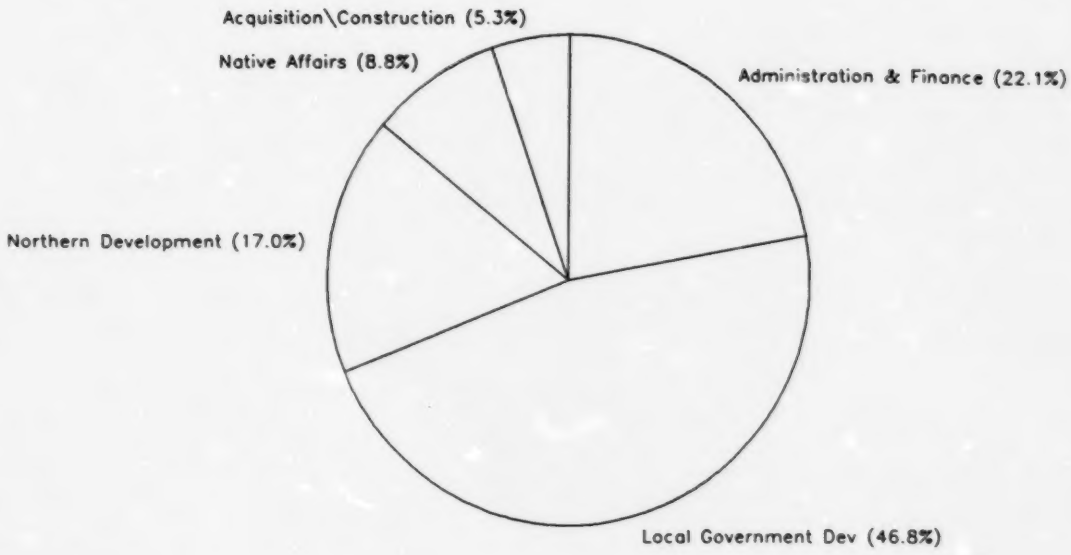
Salaries,Operating & Grants – Other



STAFF YEAR SUMMARY

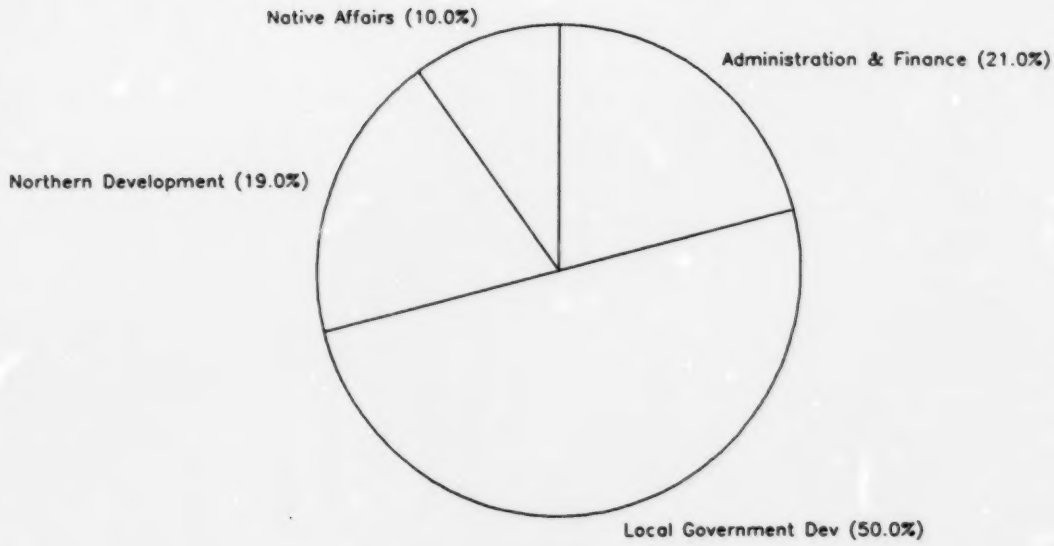
CHART 3

Staff Years



STAFF YEAR SUMMARY

Salaries



PART 2

PROGRAM AND FINANCIAL INFORMATION

Adjusted Vote 1991/92	Approp. No.	Northern Affairs (XIX) Details of Appropriation	Year Ending March 31, 1993	Resolution No.
$2,342,200	1.	ADMINISTRATION AND FINANCE	$3,077,800	109

- Provides leadership and direction.
- Provides accounting, payroll and financial reporting services for the department.
- Prepares the financial portion of the departmental budgetary estimates.
- Provides administrative support services to the department.
- Performs the human resource management functions for the department.
- Administers the Northern Affairs Fund.

Sub-Appropriation Number				REF. NO.
1(A)	$ 10,300	Minister's Salary	$ 10,300	1
1(B)	582,900	Executive Support	591,500	2
1(C)	483,400	Financial & Administrative Services	497,700	3
1(D)	123,600	Northern Affairs Fund	128,300	4
1(E)	1,142,000	Communities Economic Development Fund...	1,850,000	5
	$2,342,200		$3,077,800	

REFERENCE NUMBER 1, 2

SUB-APPROPRIATION 19-1A, 19-1B

MINISTER'S SALARY AND EXECUTIVE SUPPORT

OBJECTIVES:

To provide support to the Minister and senior departmental management to ensure government policies for northern Manitoba are appropriately formulated, interpreted, implemented and monitored.

ACTIVITY IDENTIFICATION:

Provides administrative and policy support to the Minister and Deputy Minister.

Manages and coordinate senior Departmental staff activities.

Solicits and responds to public requests regarding policy and implementation.

Assists the Minister in preparing and promoting departmental policies and initiatives, both within the private sector and government.

EXPECTED RESULTS:

The fulfillment of statutory obligations under The Northern Affairs Act.

The delivery of pertinent legislation and regulations.

The provision of leadership to a productive Department.

REFERENCE NUMBER 1, 2

SUB-APPROPRIATION 19-1A, 19-1B

MINISTER'S SALARY AND EXECUTIVE SUPPORT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.26	89,900	1.26	96,300
Professional/Technical	3.00	156,400	3.00	145,000
Administrative Support	7.00	211,300	7.00	221,700
	11.26	457,600	11.26	463,000
Remoteness		5,700		6,000
Overtime		4,600		4,700
Staff Turnover		(6,000)		(3,200)
TOTAL SALARIES	11.26	461,900	11.26	470,500
Other Expenditures				
Transportation		48,500		48,500
Communication		38,000		38,000
Supplies & Services		24,800		24,800
Other Operating		20,000		20,000
Total Other Expenditures		131,300		131,300
TOTAL EXPENDITURES		593,200		601,800

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-1C

FINANCIAL & ADMINISTRATIVE SUPPORT

OBJECTIVES:

To provide required administrative, financial services and human resource management functions.

To monitor financial resources in order to ensure that all departmental policies and functions coincide with The Northern Affairs Act, the General Manual of Administration and the Financial Administration Manual.

ACTIVITY IDENTIFICATION:

Prepares documentation related to financial matters, coordinates budget information and support documentation including preparation of the annual estimates.

Processes departmental vouchers.

Provides financial management support to community council members and staff.

Monitors performance appraisals for training requirements.

Implements and monitors affirmative action policies to meet the departmental affirmative action goals and objectives.

Reports personnel status to departmental executive and Treasury Board.

Recruits, selects and appoints staff.

EXPECTED RESULTS:

The provision of timely, accurate and complete financial documents.

The processing of departmental expenditures in compliance with the General Manual of Administration and The Financial Administration Act.

The preparation and delivery of documentation according to the General Manual of Administration and The Financial Administration Act.

The preparation of the departmental estimates compliant with Treasury Board guidelines.

The completion of updated staff performance appraisals for employees.

The recruitment, selection and appointment of staff as per The Civil Service Act, Civil Service auditor guidelines and appropriate regulations and report the results annually.

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-1C

FINANCIAL & ADMINISTRATIVE SUPPORT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	2.00	112,300	2.00	116,400
Administrative Support	8.26	258,400	8.26	272,700
	10.26	370,700	10.26	389,100
Remoteness		34,000		32,800
Overtime		5,000		5,200
Staff Turnover		(2,000)		(2,000)
TOTAL SALARIES	10.26	407,700	10.26	425,100
Other Expenditures				
Transportation		20,000		20,000
Communication		14,500		13,000
Publication & Printing		19,800		18,200
Supplies & Services		11,400		11,400
Other Operating		10,000		10,000
Total Other Expenditures		75,700		72,600
TOTAL EXPENDITURES		483,400		497,700

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-1D

NORTHERN AFFAIRS FUND

OBJECTIVES:

To administer the property taxation system within Northern Affairs jurisdiction.

To administer the Northern Affairs Fund which holds money in trust for Northern Affairs communities according to The Northern Affairs Act.

ACTIVITY IDENTIFICATION:

Prepares annual tax budget and tax roll for all Northern Affairs communities and collects current and outstanding property taxes for communities.

Administers the receivables to the Unconsolidated Funds.

Administers the disbursement of funds based on approved requisitions to or on behalf of Northern Affairs communities or organizations.

Disburses revenues from property taxes collected to the Public Finance School Board, School Divisions and Northern Affairs communities.

Administers external funds designated for Manitoba Community Places Program (M.C.P.P.).

Administers the levy and collection of fees for service in cottage areas.

EXPECTED RESULTS:

The levy and collection of property taxes according to established guidelines.

The receipt and disbursement of funds of approximately $11.0 million.

The supply of monthly financial statements for 18 trust communities to the Local Government Development Division.

The production of an annual report detailing receipts, disbursements and the property tax activities of the Northern Affairs Fund.

The administration of M.C.P.P. funding according to established guidelines.

The administration of cottage areas fees for service levy.

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-1D

NORTHERN AFFAIRS FUND

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	45,400	1.00	47,300
Administrative Support	2.00	63,700	2.00	66,100
	3.00	109,100	3.00	113,400
Remoteness		8,500		8,900
TOTAL SALARIES	3.00	117,600	3.00	122,300
Other Expenditures				
Transportation		800		800
Communication		1,500		1,500
Supplies & Services		3,100		3,100
Other Operating		600		600
Total Other Expenditures		6,000		6,000
TOTAL EXPENDITURES		123,600		128,300

REFERENCE NUMBER 5

SUB-APPROPRIATION 19-1E

COMMUNITIES ECONOMIC DEVELOPMENT FUND (C.E.D.F.)

OBJECTIVES:

To provide financial assistance to start or expand small and medium sized businesses in Manitoba.

To provide financial assistance to fishermen under the Fishermen's Loan Program.

ACTIVITY IDENTIFICATION:

Provides financial assistance in the form of loans and loan guarantees.

Receives and reviews applications from potential business developments and commercial fishermen.

Monitors loan performance.

EXPENDED RESULTS:

The streamlining and strengthening of loan evaluation, monitoring procedures.

The delivery of services in a more cost effective and efficient manner.

REFERENCE NUMBER 5

SUB-APPROPRIATION 19-1E

COMMUNITIES ECONOMIC DEVELOPMENT FUND (C.E.D.F.)

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	-	-	-	-
Professional/Technical	-	-	-	-
Administrative Support	-	-	-	-
	-	-	-	-
Other Expenditures				
C.E.D.F.		1,142,500		1,850,000
TOTAL EXPENDITURES		1,142,500		1,850,000 (1)

1. Funds in the amount of $1,850,000 budgeted in the 19-1E represents the amount anticipated to off-set deficits resulting from uncollectable loans including the Fishermen's Loan Program.

ADJUSTED VOTE 1991/92	APPRO. NO.	NORTHERN AFFAIRS (XIX) DETAILS OF APPROPRIATION	YEAR ENDING MARCH 31, 1993	RESOLUTION NO.
$8,154,700	2.	LOCAL GOVERNMENT DEVELOPMENT	$8,742,200	110

- Provides, monitors and assists Northern Affairs community councils and local committees in the delivery of local services.

- Coordinates regional delivery of government programs and services for northern Manitoba.

- Assists communities in the provisions, maintenance and improvement of local services.

- Prepares Northern Affairs communities for increased local autonomy.

- Facilitates community delivery of capital infrastructure.

SUB-APPROPRIATION NUMBER				REF. NO.
2(A)	$5,485,300	Programs and Operational Support	$5,985,300	1
2(B)	485,600	Thompson Region	501,300	2
2(C)	312,200	The Pas Region	284,200	2
2(D)	402,200	Dauphin Region	415,600	2
2(E)	528,500	Selkirk Region	567,000	2
2(F)	443,200	Technical Services	455,800	3
2(G)	155,600	Audit Services	162,900	4
2(H)	342,100	Inter-Regional Services	370,100	5
	$8,154,700		$8,742,200	

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-2A

PROGRAMS AND OPERATIONAL SUPPORT

OBJECTIVES:

To ensure activities of the Division expand local decision making, service delivery capacities and lead to increased local autonomy.

To ensure departmental policy is interpreted and executed consistently in all of the four regions in the coordination of normal government programming delivered in Northern Manitoba.

ACTIVITY IDENTIFICATION:

Advises the Minister and Deputy Minister on the technical and managerial matters affecting the programs and services of the Division.

Manages programs and services delivered by the regional offices, Technical Services and Inter-Regional Services.

EXPECTED RESULTS:

The effective leadership of a productive division, meeting its statutory and policy objectives. (refer to specific results for 19-2B, 19-2C, 19-2D, 19-2E, 19-2F, 19-2G, 19-2H).

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-2A

PROGRAMS AND OPERATIONAL SUPPORT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	65,600	1.00	70,500
Professional/Technical	2.00	74,900	2.00	76,800
Administrative Support	2.00	56,700	1.00	29,800
	5.00	197,200	4.00	177,100
Remoteness		14,100		14,800
Severance Pay		25,200		33,500
TOTAL SALARIES	5.00	236,500	4.00	225,400
Other Expenditures				
Transportation		37,400		37,400
Communication		10,200		9,800
Supplies & Services		11,300		11,300
Other Operating		16,300		16,200
Total Other Expenditures		75,200		74,700
Program Operation				
Community Operations		4,209,800		4,458,800
Emergency Response Program		48,600		48,600
Training		-		46,000
Regional Services		656,300		692,300
Grants		258,900		258,900
Recreation Program		-		180,600 (1)
Sub Total		5,173,600		5,685,200
TOTAL EXPENDITURES		5,485,300		5,985,300

(1) Develop and implement a Recreation Director's Program at the community level.

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-2B, 19-2C, 19-2D, 19-2E

FOUR REGIONAL OFFICES - THOMPSON, THE PAS, DAUPHIN, SELKIRK

OBJECTIVE:

To ensure the proper administration of the municipal powers conferred to the Minister in accordance with The Northern Affairs Act, by assisting communities in the provision, maintenance, and improvement of local services and programs, preparing communities for increased municipal self-government and facilitating community delivery of capital infrastructure.

ACTIVITY IDENTIFICATION:

Provides training and support in finance, administration, election procedures, planning and the delivery of local services.

Develops training materials on municipal services for delivery at community level and regional workshops.

Assists communities in planning, and development including assessing the potential for shared services with Indian Affairs and Band Councils.

Introduces the maintenance management system to the communities.

Coordinates, supervises and assists in the delivery of local services, capital projects and preventative maintenance.

Coordinates emergency response programs.

EXPECTED RESULTS:

The provision of community clerk and public works training, regionally and on a community basis.

The scheduling of an annual budget review workshop in each region.

The preparation of monthly financial reports for each community.

The devolution of the Preventative Maintenance Program to communities.

The provision of assistance to communities in the preparation of three-year capital plans.

The initiation of shared service agreements with Indian Affairs and/or Band Councils.

The supervision of approved regional capital projects within budget.

The transfer of capital infrastructure delivery to communities.

The advancement of communities to block funding and to incorporation.

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-2B

THOMPSON REGION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	47,100	1.00	50,900
Professional/Technical	5.00	201,800	5.00	210,600
Administrative Support	3.00	83,200	3.00	86,400
	9.00	332,100	9.00	347,900
Remoteness		28,400		29,600
Overtime		12,000		11,200
Staff Turnover		(3,400)		(2,500)
TOTAL SALARIES	9.00	370,000	9.00	386,200
Other Expenditures				
Transportation		64,600		64,600
Communication		16,100		15,600
Supplies & Services		11,100		11,100
Other Operating		23,800		23,800
Total Other Expenditures		115,600		115,100
TOTAL EXPENDITURES		485,600		501,300

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-2C

THE PAS REGION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	50,000	1.00	51,900
Professional/Technical	4.00	148,200	3.00	117,800
Administrative Support	1.00	29,600	1.00	30,800
	6.00	227,800	5.00	200,500
Remoteness		12,500		10,200
Overtime		9,200		9,600
Staff Turnover		(3,800)		(2,100)
TOTAL SALARIES	6.00	245,700	5.00	218,200
Other Expenditures				
Transportation		33,800		33,800
Communication		16,800		16,300
Supplies & Services		7,200		7,200
Other Operating		8,700		8,700
Total Other Expenditures		66,500		66,000
TOTAL EXPENDITURES		312,200		284,200

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-2D

DAUPHIN REGION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	54,400	1.00	56,300
Professional/Technical	5.00	203,200	5.00	210,700
Administrative Support	2.00	58,300	2.00	60,600
	8.00	315,900	8.00	327,600
Overtime		11,000		11,400
Staff Turnover		(4,700)		(2,900)
TOTAL SALARIES	8.00	322,200	8.00	336,100
Other Expenditures				
Transportation		30,000		30,000
Communication		18,600		18,100
Supplies & Services		15,400		15,400
Other Operating		16,000		16,000
Total Other Expenditures		80,000		79,500
TOTAL EXPENDITURES		402,200		415,600

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-2E

SELKIRK REGION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	50,000	1.00	51,900
Professional/Technical	7.00	284,700	7.00	296,600
Administrative Support	2.00	58,300	2.00	60,600
	10.00	393,000	10.00	409,100
Severance pay		-		19,600
Overtime		15,000		15,500
Staff Turnover		(6,000)		(3,200)
TOTAL SALARIES	10.00	402,000	10.00	441,000
Other Expenditures				
Transportation		66,700		66,700
Communication		24,900		24,400
Supplies & Services		12,600		12,600
Other Operating		22,300		22,300
Total Other Expenditures		126,500		126,000
TOTAL EXPENDITURES		528,500		567,000

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-2F

TECHNICAL SERVICES

OBJECTIVES:

To progressively transfer Department capital infrastructure delivery to the community level.

To provide required technical assistance to Northern Affairs communities in the delivery of capital infrastructure and local services.

ACTIVITY IDENTIFICATION:

Provides advice and management skills for the delivery of capital projects funded by Northern Affairs.

Monitors, administers and provides direction regarding the tendering and contracting process.

Purchases materials and equipment relating to community infrastructure in accordance with established standards, such as Fire and Building, and Safety Codes and Regulations.

Provides training to local operators of community water and sewer systems.

EXPECTED RESULTS:

The annual review of the adequacy of potable water systems in the 56 Northern Affairs communities, in consultation with the Department of Workplace Safety and Health.

The tendering of all capital projects in accordance with departmental policy.

The recording of material and equipment purchased for projects delivered by communities.

The inspection of each community with a water and sewer system to ensure there are trained operators.

The preparation of designs and consultation for 30 capital projects, delivered by Technical Services, Regional Offices and Communities with the following distribution: road construction - 3, water/sewer - 9, buildings - 6, waste disposal - 5, subdivision roads - 5, subdivision surveys - 1, outdoor rinks - 1.

Further consultation will be provided for an additional 18 community delivered projects.

The completion of 8 projects from 1991/92.

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-2F

TECHNICAL SERVICES

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	60,000	1.00	62,400
Professional/Technical	6.00	211,300	6.00	223,900
Administrative Support	1.00	28,700	1.00	29,800
	8.00	300,000	8.00	316,100
Remoteness		27,900		23,700
Overtime		45,400		47,100
Staff Turnover		(2,200)		(3,200)
TOTAL SALARIES	8.00	371,100	8.00	383,700
Other Expenditures				
Transportation		37,000		37,000
Communication		10,200		10,200
Supplies & Services		12,200		12,200
Other Operating		12,700		12,700
Total Other Expenditures		72,100		72,100
TOTAL EXPENDITURES		443,200		455,800

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-2G

AUDIT SERVICES

OBJECTIVES

To complete all audit testing for community audits within 15 months of fiscal year-end and to issue audit reports within 3 weeks of discussing the findings with Community and Local Government Division representatives.

To complete all special audits undertaken within the agreed time frame.

To provide requested analysis and advice as agreed.

ACTIVITY IDENTIFICATION:

Prepare and complete audit programs.

Review audit findings with auditee.

Issue audit reports.

Provide advice on financial matters when requested.

Make presentations when requested.

EXPECTED RESULTS:

Audit work for community audits to be completed within 15 months of the fiscal year-end.

Audit reports to be issued within 3 weeks of reviewing audit findings with Community and Local Government Division representatives.

For special audits, audit work, file review, and audit reports to be completed within agreed time frames.

All audit files and reports to meet Provincial Auditor standards.

All informal requests to be responded to within 24 hours. All formal requests responded to by the date requested. All requests for presentations honoured.

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-2G

AUDIT SERVICES

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	53,000	1.00	56,600
Professional/Technical	2.00	73,100	2.00	77,200
Administrative Support	-	-	-	-
	3.00	126,100	3.00	133,800
Remoteness		9,500		9,100
TOTAL SALARIES	3.00	135,600	3.00	142,900
Other Expenditures				
Transportation		6,000		6,000
Communication		2,500		2,500
Supplies & Services		5,500		5,500
Other Operating		6,000		6,000
Total Other Expenditures		20,000		20,000
TOTAL EXPENDITURES		155,600		162,900

REFERENCE NUMBER 5

SUB-APPROPRIATION 19-2H

INTER-REGIONAL SERVICES

OBJECTIVES

To develop and/or deliver programs to meet the identified needs of communities/organizations in support of local government development.

To provide a number of services required across all regions in support of local government development.

To represent the Department and/or Division on committees and/or work delegation in order to maximize benefit to provincial programs available to northern and native communities and ensure compliance with departmental policies.

ACTIVITY IDENTIFICATION:

Administers the Manitoba Community Places Program for northern Manitoba as an agent for Culture, Heritage and Recreation.

Provides a subdivison application tracking system and prepares documentation for the approving authority.

Provides research and analytical services for Local Government Development.

Revises the community constable program policies.

Develops and implements a community recreational director program.

Develops and initiates a community capital planning program.

Coordinates Emergency Response training through E.M.O.

EXPECTED RESULTS:

The completion on schedule of approved MCPP projects.

The processing of Crown Land and private subdivisions, establishment of community boundaries and completion of existing land use maps.

The delivery of emergency response training.

The completion and evaluation of a two-year recreation director pilot program and implementation of a community recreation program.

Three year community capital plans are tabled.

The revision of the community constable programs.

The tabling of research papers and recommendations on departmental policies.

REFERENCE NUMBER 5

SUB-APPROPRIATION 19-2H

INTER-REGIONAL SERVICES

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	51,000	1.00	55,200
Professional/Technical	4.00	171,400	4.00	191,000
Administrative Support	1.00	28,700	1.00	29,800
	6.00	251,100	6.00	276,000
Remoteness		10,100		17,700
Overtime		7,400		9,700
Staff Turnover		(3,900)		(4,200)
Severance Pay		6,500		
TOTAL SALARIES	6.00	271,200	6.00	299,200
Other Expenditures				
Transportation		30,800		30,800
Communication		11,500		11,500
Supplies & Services		9,200		9,200
Other Operating		19,400		19,400
Total Other Expenditures		70,900		70,900
TOTAL EXPENDITURES		342,100		370,100

ADJUSTED VOTE 1991/92	APPRO. NO.	NORTHERN AFFAIRS (XIX) DETAILS OF APPROPRIATION	YEAR ENDING MARCH 31, 1993	RESOLUTION NO.
$1,956,700	3.	NORTHERN DEVELOPMENT AND COORDINATION	$3,992,300	111

- Provides support to the Minister and Deputy Minister in matters relating to development initiatives in northern Manitoba.

- Administers, directs and coordinates the activities of Northern Flood Agreement, Northern Development and Economic Development Branches.

- Ensures the efficient and effective coordination of economic programs in northern Manitoba.

- Negotiates settlements of outstanding Treaty Land Entitlements with Canada and Entitlement Bands.

- Provides funds to the Northern Manitoba Economic Development Commission.

SUB-APPROPRIATION NUMBER				REF. NO.
3(A)	$ 418,500	Northern Development	$ 403,100	1
3(B)	758,500	Northern Flood Agreement	2,191,800	2
3(C)	779,700	Economic Development	745,400	3
3(D)	---	Northern Manitoba Economic Development Commission	652,000	4
	$1,956,700		$3,992,300	

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-3A

NORTHERN DEVELOPMENT

OBJECTIVES:

To provide planning, negotiation, coordination and monitoring support for initiatives and programs in northern Manitoba.

To provide analysis and research in the development of provincial positions regarding strategies for northern Manitoba.

ACTIVITY IDENTIFICATION:

Manages the administration of human and financial resources for the division.

Identifies, reviews, coordinates and analyzes development priorities and programs.

Liaises with federal government and other provincial departments on policy and fiscal matters.

Develops and implements provincial negotiations with federal government for project initiatives which support northern development.

Provides departmental input and participates in the development of a broad range of sustainable development initiatives for Manitoba.

Negotiates outstanding Treaty Land Entitlements.

Assists in negotiation of outstanding matters related to the Grand Rapids Forebay Development.

EXPECTED RESULTS:

The identification, analysis and review of northern development priorities and programs.

The development and implementation of provincial strategies and negotiating positions on Treaty Land Entitlements.

Liaison with other provincial departments and jurisdictions in support of the department's mandate.

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-3A

NORTHERN DEVELOPMENT & COORDINATION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	2.00	126,000	2.00	135,400
Professional/Technical	2.00	100,000	1.26	78,100
Administrative Support	3.00	97,200	3.00	100,700
	7.00	323,200	6.26	314,200
Maternity Leave		2,500		(2.000)
TOTAL SALARIES	7.00	325,700	6.26	312,200
Other Expenditures				
Transportation		25,500		25,500
Communication		12,300		11,800
Supplies & Services		46,000		44,600
Other Operating		9,000		9,000
Total Other Expenditures		92,800		90,900
TOTAL EXPENDITURES		418,500		403,100

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-3B

NORTHERN FLOOD AGREEMENT

OBJECTIVES:

To negotiate and implement Manitoba's outstanding obligations under the Northern Flood Agreement.

ACTIVITY IDENTIFICATION:

Supports the Wildlife Advisory and Planning Board; Community Liaison Committee.

Supports the Office of the Arbitrator.

Coordinates provincial departments and agencies input to settlements.

Negotiates settlements of claims in response to Band priorities.

Implements agreement settlements.

EXPECTED RESULTS:

The settlement of Manitoba's outstanding obligations to the Norway House, Cross Lake, Nelson House, Split lake and York Factory Bands.

The effective coordination of provincial input to Northern Flood Agreement settlements and program implementation.

REFERENCE NUMBER 2

SUB-APPROPRIATION 19-3B

NORTHERN FLOOD AGREEMENT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	56,700	1.00	58,800
Professional/Technical	1.00	40,400	2.00	86,300
Administrative Support	1.00	28,700	1.00	29,800
	3.00	125,800	4.00	174,900
Remoteness		2,800		3,000
Staff Turnover		-		(2,000)
TOTAL SALARIES	3.00	128,600	4.00	175,900
Other Expenditures				
Transportation		13,500		13,500
Communication		5,000		5,000
Supplies & Services		2,000		2,000
Other Operating		4,500		4,500
Total Other Expenditures		25,000		25,000
Northern Flood Program		604,900		1,990,900 (1)
TOTAL EXPENDITURES		758,500		2,191,800

(1) Additional funds to settle Manitoba's outstanding obligation.

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-3C

ECONOMIC DEVELOPMENT

OBJECTIVES:

To provide coordinated financial and entrepreneurial support services to local business initiatives in Northern Affairs communities, thereby maximizing employment opportunities for local residents.

ACTIVITY IDENTIFICATION:

Assist local residents in securing funds for capital infrastructure, training and cost-feasibility studies related to business opportunities.

Provides business and entrepreneurial support services to a wide range of business development initiatives and wild rice enterprises.

Assist the new logging corporation in Moose Lake in a smooth transition to local ownership.

EXPECTED RESULTS:

The preparation of wild rice harvesting, productivity, test-seeding and monitoring reports for sites.

The establishment of a business venture in each remote and northern community.

The establishment of three diversified resource use opportunities.

The provision of assistance to the new logging operation.

The diversification of current resource harvesters to diversify.

REFERENCE NUMBER 3

SUB-APPROPRIATION 19-3C

ECONOMIC DEVELOPMENT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	56,600	1.00	58,800
Professional/Technical	6.00	292,900	5.00	256,400
Administrative Support	2.00	60,700	2.00	62,800
	9.00	410,200	8.00	378,000
Remoteness		4,600		4,800
Overtime		5,000		5,300
Staff Turnover		-		(2,100)
TOTAL SALARIES	9.00	419,800	8.00	386,000
Other Expenditures				
Transportation		70,000		70,000
Communication		12,800		12,300
Supplies & Services		5,300		5,300
Other Operating		21,800		21,800
Total Other Expenditures		109,900		109,400
Grants/Transfer Payments		250,000		250,000
TOTAL EXPENDITURES		779,700		745,400

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-3D

NORTHERN MANITOBA ECONOMIC DEVELOPMENT COMMISSION

OBJECTIVES:

To prepare and recommend a strategy for northern Manitoba economic development.

To extensively consult with stakeholders in the preparation of a strategy to enhance the economic potential of the north.

ACTIVITY IDENTIFICATION:

Consults with northerners and others who have a stake in northern economic development including, First Nations, local councils, business and governments.

Liaises with other processes including sustainable development initiatives and Conawapa.

Prepares a report detailing current level of northern development in rural, remote and urban northern regions.

Recommends a plan/strategy for development of the Manitoba North.

EXPECTED RESULTS:

The preparation of a "benchmark document" describing the present level of economic activity in northern Manitoba.

The recommendation of a strategy for northern development which recognizes the principles of sustainable development and education and training needs.

REFERENCE NUMBER 4

SUB-APPROPRIATION 19-3D

NORTHERN MANITOBA ECONOMIC DEVELOPMENT COMMISSION

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	-	-	-
Professional/Technical	-	-	1.00	46,000
Administrative Support	-	-	-	-
	1.00	-	1.00	46,000
Staff Turnover		-		
TOTAL SALARIES	1.00	-	1.00	46,000
Other Expenditures		-		606,000
TOTAL EXPENDITURES		-		652,000

(1) Funds to implement the Northern Manitoba Economic Development Commission, announced in October, 1991 were not previously budgeted.

ADJUSTED VOTE 1991/92	APPRO. NO.	NORTHERN AFFAIRS (XIX) DETAILS OF APPROPRIATION	YEAR ENDING MARCH 31, 1993	RESOLUTION NO.
$2,038,600	4.	NATIVE AFFAIRS SECRETARIAT	$1,956,600	112

- Coordinates Native policy and program development.

- Conducts research and analysis of Native policies and programs.

- Participates in federal/provincial negotiations on Native financial and jurisdictional issues.

- Negotiates the establishment of Native self-government.

- Provides funding to the Native community to support efforts to undertake research, planning and negotiations.

SUB-APPROPRIATION NUMBER				REF. NO.
4	$2,038,600	Native Affairs Secretariat	$1,956,600	1

REFERENCE NUMBER 1

APPROPRIATION 19-4A,B,C

NATIVE AFFAIRS SECRETARIAT

OBJECTIVES:

To support development of policies and programs to improve socio-economic conditions for native people.

ACTIVITY IDENTIFICATION:

Coordinates Native policy and program development.

Conducts strategic planning on Native issues.

Conducts negotiations in tripartite forum on Metis Self-Government.

Maintains an active consultative liaison with federal and provincial governments, relevant agencies and the native community.

Provides funding and consultative assistance to Native organizations for research, planning and negotiation assistance.

Chairs interdepartmental committee on Native Affairs and participates in other working groups.

EXPECTED RESULTS:

The effective coordination of Native policy and program development to enhance the ability of the province to respond to Native issues.

The discussion and resolution of priority Native issues in the areas of aboriginal justice, lotteries and gaming, child day-care, Native languages, taxation, health, child welfare, education, training, employment, economic development, and self-government.

The establishment of an effective process to negotiate and resolve outstanding federal-provincial jurisdiction and fiscal responsibility issues.

The development of policy and program options in the area of Metis Self-Government, with a focus on housing, education and economic development.

The identification of practical and constructive solutions to priority Native issues with effective input from Native organizations.

The development of strategies to address the needs of Native women, youth, and urban residents.

REFERENCE NUMBER 1

APPROPRIATION 19-4A,B,C

NATIVE AFFAIRS SECRETARIAT

The identification of emerging Native issues as they relate to provincial responsibilities.

Establishment of effective working relationship with Canada's Royal Commission on aboriginal people.

Establishment of a liaison with other provinces, territories, and national aboriginal organizations to address outstanding issues.

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-4

NATIVE AFFAIRS SECRETARIAT

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	66,000	1.00	68,400
Professional/Technical	6.00	317,300	6.00	328,700
Administrative Support	3.00	89,500	3.00	93,600
	10.00	472,800	10.00	490,700
Staff Turnover	-	(7,200)		(5,200)
TOTAL SALARIES	10.00	465,600	10.00	485,500
Other Expenditures				
Transportation		35,600		35,600
Communication		13,000		12,000
Supplies & Services		61,400		60,500
Other Operating		25,000		25,000
Total Other Expenditures		135,000		133,100
Aboriginal Development Programs		1,438,000		1,338,000
TOTAL EXPENDITURES		2,038,600		1,956,600

ADJUSTED VOTE 1991/92	APPRO. NO.	NORTHERN AFFAIRS (XIX) DETAILS OF APPROPRIATION	YEAR ENDING MARCH 31, 1993	RESOLUTION NO.
$2,905,100	5.	EXPENDITURES RELATED TO CAPITAL	$2,614,600	113

- To provide infrastructure to northern communities to improve levels of service and to enable them to achieve self-sufficiency.

- To improve the standard of living in northern communities.

SUB-APPROPRIATION NUMBER				REF. NO.
		Acquisition/Construction of Physical Assets:		
5A-1	$2,570,100	Northern Communities Assets	$2,379,600	1
5A-2	335,000	Community Access - Resource Roads	235,000	1
5A-3	-	Cottage Subdivisions	-	
	$2,905,100		$2,614,600	

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-5

CAPITAL PROGRAM

OBJECTIVES:

To provide funding for the departmental capital infrastructure program.

To transfer the responsibility of project delivery of infrastructure to the community.

ACTIVITY IDENTIFICATION:

Provides Northern Affairs communities with funding for community infrastructure.

Analyzes and approves of community capital budget by Departmental Budget Review Committee.

Submits Capital Budget to departmental executives for review and approval.

EXPECTED RESULTS:

The efficient delivery of all scheduled capital programs within department budgetary guidelines.

The transfer of an increasing amount of autonomy to local governments.

The submission of capital budget to departmental executives on time for approval.

REFERENCE NUMBER 1

SUB-APPROPRIATION 19-5

CAPITAL PROGRAM

	Adjusted Vote 1991/92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Professional/Technical	9.00	-	6.00	-
	9.00	-	6.00	-
Remoteness	-	-		
Overtime	-	-		
TOTAL SALARIES	9.00	-	6.00	-
Acquisition/Construction		2,570,100		2,379,600
Community Access & Resource Roads		335,000		235,000
Cottage Subdivisions		-		
TOTAL EXPENDITURES		2,905,100		2,614,600

PART 3

HISTORICAL INFORMATION

DEPARTMENT OF NORTHERN AFFAIRS

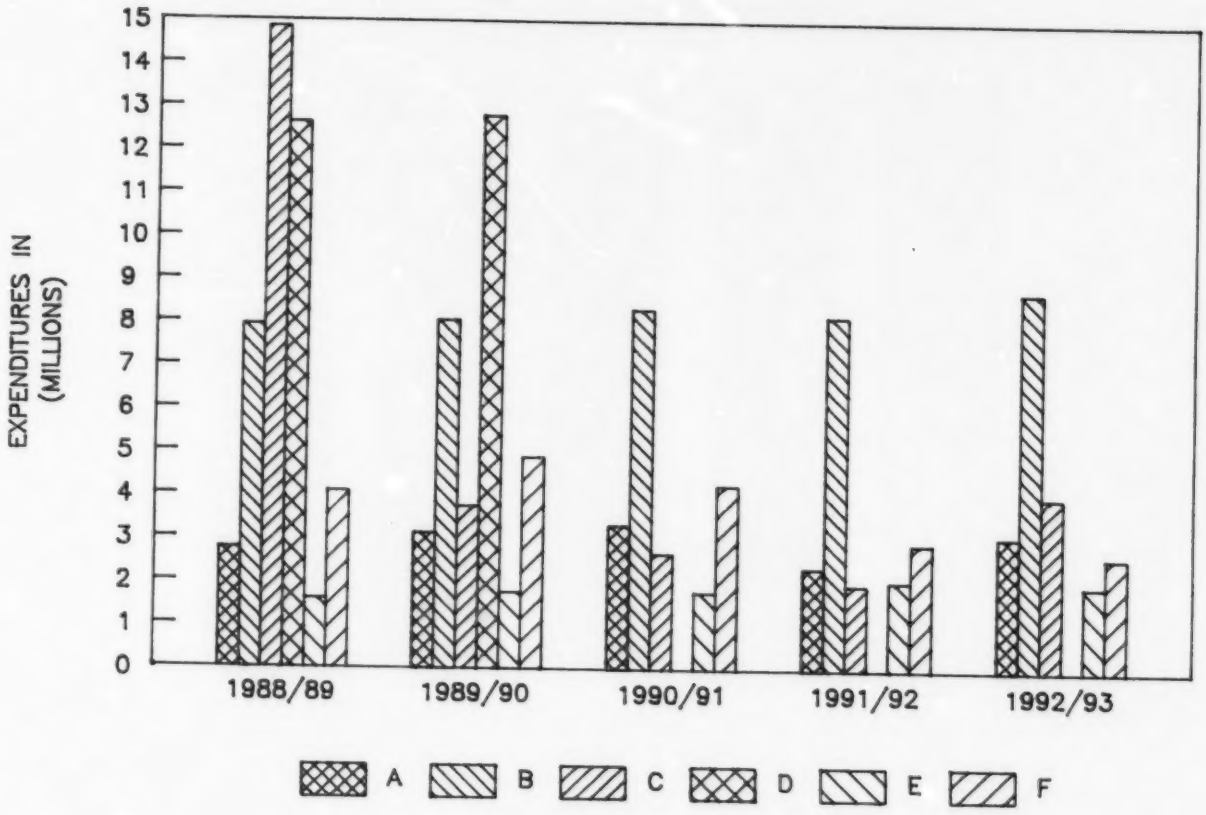
FIVE YEAR EXPENDITURE AND STAFFING SUMMARY BY APPROPRIATION ($000)

FOR YEARS ENDING MARCH 31, 1993

	ACTUAL EXPENDITURES						ADJUSTED VOTE		MAIN ESTIMATES	
	1988/89		1989/90		1990/91		1991/92		1992/93	
	SY	$	SY	$	SY	$	SY	$	SY	$
ADMINISTRATION & FINANCE	29.00	2,755.4	29.00	3,116.9	30.00	3,305.6	25.00	2.342.2	25.00	3,077.8
LOCAL GOVERNMENT DEVELOPMENT	60.00	7,926.7	61.00	8,041.4	61.00	8,310.0	55.00	8,154.7	53.00	8,742.2
NORTHERN DEVELOPMENT & COORDINATION	25.00	14,170.1	25.00	3,737.3	21.00	2,660.9	20.00	1,956.7	19.26	3,992.3
NORTHERN DEVELOPMENT AGREEMENT	-	12,623.8	-	12,785.3	-	-	-	-	-	-
NATIVE AFFAIRS SECRETARIAT	10.00	1,587.3	10.00	1,755.7	10.00	1,768.8	10.00	2,038.6	10.00	1,956.6
ACQUISITION/CONSTRUCTION	14.00	4,079.4	9.00	4,874.9	9.00	4,239.3	9.00	2,905.1	6.00	2,614.6
TOTAL EXPENDITURE	138.00	43,142.7	134.00	34,311.5	131.00	20,284.6	119.00	17,397.3	113.26	20,383.5

FIVE YEAR EXPENDITURE SUMMARY

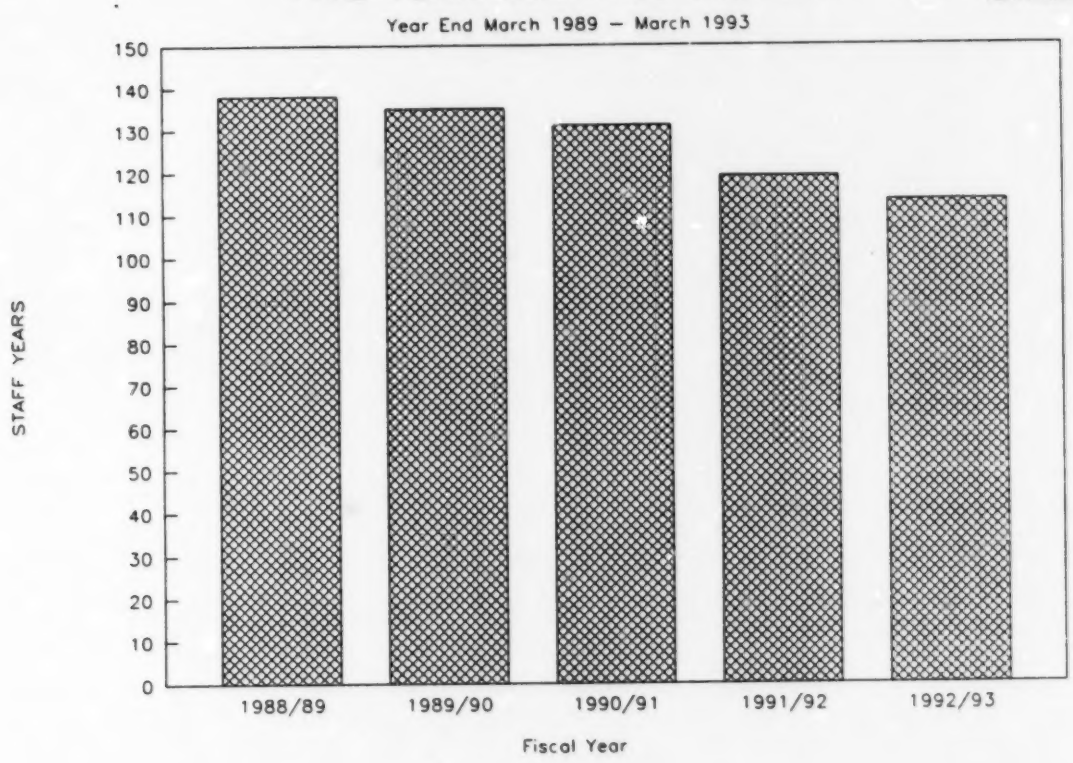
YEAR END MARCH, 1988 – MARCH, 1993



A – ADMINISTRATION AND FINANCE
B – LOCAL GOVERNMENT DEVELOPMENT
C – NORTHERN DEVELOPMENT & COORDINATION
D – NORTHERN DEVELOPMENT AGREEMENT
E – NATIVE AFFAIRS SECRETARIAT
F – ACQUISITION/CONSTRUCTION

FIVE YEAR STAFFING HISTORY

APPENDIX 3



PART 4

GLOSSARY

GLOSSARY

Staff Categories

Managerial

Positions which have been delegated the authority and have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and,

- the organization's results and impacts.

Professional/Technical

Employees who have duties that relate to specific areas of program operations requiring some functional specialization.

Included in this category are the sub-component agreements of:

Education
Health
Legal, Inspection and Regulatory
Physical Sciences
Social Sciences
Trades, Operations and Services
Professional Officer Series
Personnel Officer Series
Administration (with the exception of the Administrative Officer Series)

NOTE: Those employees who are managers and are also classified in one of the above sub-component agreements or exclusions shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are the sub-component agreements of:

Clerical
Administrative Officer Series

Staff Years

Fractions of staff years represent weeks of employment. For example: 65.20 staff years means 65 full staff years and 20 weeks of employment.

Object Code

Summary Level 1-digit Codes	Components
Personnel Services	Regular Earnings Other Earnings (overtime shift premium), Departmental Ministers and Members of Legislative Assembly, Fringe benefits, other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Personnel Services Recoveries.
Grants/Transfer Payments	Discretionary grant, Nondiscretionary grant, Transfer payment.
Transportation	Vehicles, Aircraft, Other (taxi, bus, couriers, rail).
Communication	Telephone, Electronic mail, Postage, Advertising Exhibits, Radio systems.
Supplies and Services	Operating Supplies, Materials, Office supplies, Repairs and Maintenance, Utilities, Rentals, Professional Services Other Fees, Supplies and Services Recovery.
Public Debt	Debt Redemption, Interest on Debt, Discount on Debt, Amortization, Bank Charges, Foreign Exchange, Sinking Fund, Other Charges.
Capital	Land, Buildings, Furniture, Vehicles, Equipment, Capital Grants, Other Physical Assets.
Other Operating	Hotels, Meals, Computer related charges, Loss, damage, insurance and extraordinary costs, Publications, Employee education assistance, Relocation and transfer costs, Other (membership fees, hospitality, uniforms, conference/convention registration fees, incidental allowances).

Social Assistance and Related Costs	Clothing for citizens, Fees and Services, Assistance Payments (food, shelter, allowances, utilities), Transportation health, Special needs.

Adjusted Vote B

Is a realignment of previous year's vote for any organizational change to provide for more accurate and realistic comparisons from one budget year to the next.

Staff Turnover Allowance

Is an adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.

Variance Explanations

Explanations for significant Other Expenditure increases or decreases from adjusted vote, required in accordance with the following criteria:

Base Levels	Level of Significance
$1,000,000 to $5,000,000	15%
$5,000,100 and over	10% or $2,000,000